

# Dixon Dolphins Swim Team

## Monthly Board Meeting



### Minutes

October 3, 2023

Attendance: Megan Villasenor, Pedro Vega, Greg Wiley, Adriana Woodard, Beth Postle, Seth Hansen, Michelle Salow, Lindsey Dunn, Lindsey Douros

Meeting began at 6:33pm

6:30 pm @ Pedro's Cocina

- A. Welcome, Meeting Norms and Intros
- B. Approval of Minutes from 9/5/2023 - Motion to approve made by Seth, second by Lindsey Dunn. All present were in favor.
- C. Additions & Approval of October Agenda - Motion to approve made by Seth, second by Pedro. All present were in favor.
- D. President's Report – Megan
  - Summons Update - none
  - Fall Registration - 77 paid swimmers
  - Board recruiting - open board positions - reminder to board members to help recruit
  - Fall Swim Meets - Davis AQM (registration due Thurs) & Arden Park (send save the date)
  - Hot Cocoa Meet - Thursday, 10/26 from 5-7pm
    - i. Michelle will send out a sign-up genius for dessert
    - ii. Stop watches
    - iii. Greg - tables
    - iv. Use the meet/event file from last year
    - v. Beth will handle the hot cocoa
  - City of Dixon update
    - i. blocks replacement - Pedro, can we save \$700 delivery fee and pick them up ourselves?
    - ii. any pending construction or pool repairs - none, pool is no longer leaking
    - iii. hanging sponsor banners - firm NO
    - iv. Rec'd the preliminary MOU questionnaire from the City
  - Update annual calendar & board job desc review - ongoing
- E. Coach's Update - Megan - this season is going well, the new kids in group C are making progress
- F. Vice President's Report - Lindsey Dunn - made \$138 from Swim Outlet store
- G. NCSL Report - Adriana
  - Dues increasing to \$20 per swimmer next year. Most conferences took a loss at Champs this year due to rising costs
  - Realignment options were presented - yes, we need to realign. We prefer to stay in Motherlode
  - Review RDO team accused violations proposed hearing for Bylaws violations
  - MOC - Looking for a Team/League to run - no update, to be held at RAC

- NCSL Board positions open for 2023/2024
  - i. Secretary, Vice President, Registrar - VP and registrar have been filled
- H. Treasurer Report and Budget - Seth
  - Monthly report and annual budget - we will take a loss this year of >\$3,000
    - Working on 2024 budget, including coach salary increase
  - 2022 Form 990 & 199 and Attorney General renewal - REF and payment have already been submitted.
  - Discuss fall swim board member discount or free swimmer - Motion made by Seth to issue each board member a \$200 refund. Second by Beth. Pedro and Lindsey Douros opposed. Passed by majority. Seth will cut a check to each board member.
- I. Volunteer Chair - Lindsey Douros
- J. Social Chair - Janet - scheduled weekly FB posts
- K. Fundraising - Doug
  - Megan discussing sponsor banners with the City - they are a firm no. No other suggestions for what to offer in lieu of
  - hold off on swim-a-thon until Spring/Summer 2024 season - higher enrollment in summer, many schools & sports teams are already having fall fundraisers
  - Double Good Popcorn sales?
- L. Computers/Tech - Pedro
  - SwimTopia - need payment of \$150
  - Block replacement - update
- M. Equipment - Greg
- N. Other Business
  - Lindsey Douros - adult swim program in the smaller pool, coach writes out instructions on white board
  - Tremont Fall Festival - ask if they have an event in the Spring instead
- O. Next Meeting - Tuesday, November 7th

Meeting adjourned at 7:53pm.

# Dixon Dolphins Board Calendar

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## January

Trailer Insurance due  
Issue W-2s  
Begin fundraising - secure sponsors  
Order spirit wear, goggles, caps, etc., as needed  
Issue W-2s / NCSL renewal \$100

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## February

Finalize MOU with City  
Work Comp semi-annual audit 2/3  
Secure contracts for adult coaches - Summer/Fall swim  
Equipment inventory  
Coach background checks, as needed

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## March

Open registration 3/1, new 3/8  
Stroke & dive clinics (polo?) - NO  
Hire student coaches - tabled to June  
Schedule photos - 5/19

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## April

Annual parent meeting  
Summer season begins Monday after Spring Break

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## May

Stroke & turn clinic for parent volunteers  
Intersquad meet & photos  
Attorney General filing due 5/15  
Cut-off for sponsorship banner 5/31  
990-EZ Tax Return due to IRS - 5/15

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## June

Directors & Officers insurance due 6/21  
Pre-order trophies

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## July

Championships  
Meet of Champs  
End of Season party  
Trailer insurance due

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## August

Open Fall swim registration 8/1  
Workers Comp due 8/3 (quarterly installs)  
Work Comp semi-annual audit 8/3  
Fall season begins last Monday of the month

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## September

Property & liability insurance due 9/1  
Participant Medical policy due 9/1

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## October

Hot Cocoa meet  
Fall season ends the last Thursday of the month

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## November

Select team suits

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## December

Finalize meet & pool schedule

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